

	During Project Period		Post Project Period		
	Year 1	Year 2	Year 3	Year 4	Year 5
Number of farms retrofitted		73	116	102	29
Total sq. footage of buildings retrofitted (See Assumptions)	n/a	n/a	n/a	n/a	n/a
Average utilities savings (e.g. cost and fuel savings) achieved per farm retrofitted	8,000 kWh (\$525) 2,343 therms (\$1,546)	8,000 kWh (\$525) 2,343 therms (\$1,546)	8,000 kWh (\$525) 2,343 therms (\$1,546)	8,000 kWh (\$525) 2,343 therms (\$1,546)	8,000 kWh (\$525) 2,343 therms (\$1,546)
Jobs created or retained (See Assumptions)	74 jobs	74 jobs	74 jobs	20 jobs	20 jobs
Average emissions reductions (million metric tons carbon dioxide equivalent) per farm	17.4 metric tons of carbon dioxide equivalent	17.4 metric tons of carbon dioxide equivalent	17.4 metric tons of carbon dioxide equivalent	17.4 metric tons of carbon dioxide equivalent	17.4 metric tons of carbon dioxide equivalent
ECEBG Funds Expended	3,956,293	2,908,336	2,902,611		
Leveraged funds and in-kind resources expended	6,144,504	6,144,504	6,144,504		
<b>Assumptions:</b> The applicant should list any key assumptions made to form the projections listed in this table: (add assumptions in bulleted format below.) <b>Farm retrofits:</b> Assuming 290 farms retrofitted over 3 years, or about 10% of the 2,500 working universe of farms. These assumptions do not take into consideration energy saving from the farm residence.					
Square footage does not apply because farms use varying types of structures- i.e. hoop house greenhouse, dairy milking barn, poultry house, etc. Square footage does not influence energy use as much as in other sectors.  Energy savings per farm: Based on EnSave 19 years' experience capturing energy savings, assuming mostly small farms <a href="http://www.eia.doe.gov/cneaf/electricity/st_profiles/missouri.html">http://www.eia.doe.gov/cneaf/electricity/st_profiles/missouri.html</a>					
Energy cost savings per farm: Based on \$0.0656 per kWh (see EIA website above)					
Jobs created: Using ACEEE jobs calculator, found at: <a href="http://www.aceee.org/energy/national/Aceeee%20Stimulus%20Jobs%20Impact%20Calculator%20July%202009.xls">http://www.aceee.org/energy/national/Aceeee%20Stimulus%20Jobs%20Impact%20Calculator%20July%202009.xls</a> 18 jobs added in year six. Calculator shows these jobs coming in year 10.					
Emissions reductions: Using EPA's greenhouse gas equivalencies calculator, found at <a href="http://www.epa.gov/RDEE/energy-resources/calculator.html#results">http://www.epa.gov/RDEE/energy-resources/calculator.html#results</a>					
<b>Years 4, 5, 6 assumptions</b>					
Assuming no additional money available to operate the program					
Assuming 25% free drivers, meaning that 73 farms will install equipment after the program has ended.					
Assuming average savings and greenhouse gas reductions per farm will remain the same.					

## Missouri Agricultural Energy Saving Team – A Revolutionary Opportunity

### Missouri Department of Agriculture Grant Budget Justification

#### **Key Personnel**

Jane McIntosh (Director), 19% *FTE*. Jane McIntosh is the grant manager for the Missouri Department of Agriculture. She has 16 years experience in this position-providing department assistance with all facets related to grants, cooperative agreements, financial assistance agreements, contracts, and subcontracts. She has ten years experience with the annual development of the department's indirect cost proposal and negotiation of the cost rate. In this proposal, she will be responsible for overall project administration/management including the coordination of ARRA reporting activities in collaboration with the Missouri Office of Administration. She is the key contact and will work alongside the Project Director, Project Manager, Principal Investigator, and Missouri Department of Natural Resources key contact, Dr. Joe Engeln.

Tony Stafford (Principal Investigator). Tony Stafford is the Executive Director of the Missouri Agricultural and Small Business Development Authority. Stafford is responsible for the planning, development, directing, coordinating, implementing, promoting, evaluating and administering of financial programs which assist in the creating or expansion of agricultural and small businesses. Stafford is also responsible for staff supervision and financial oversight and coordination of grants, value-added loan guarantees, tax credit programs, beginning farmer loan program, animal waste treatment loan program, and single-purpose loan guarantees. Including presentation of applicant information and making recommendations to the board. He also provides program information to individuals, lenders, businesses, and legislators as well as state and federal agencies. He serves as Secretary/Treasurer of MASBDA. In this proposal, Stafford will provide administration for low interest loans and rebates. He will also provide the implementation and delivery plan design for making the retrofitting activities affordable for farmer owners while ensuring acceptable revenue flow for long-term sustainability.

#### **Other personnel**

*Accountant III (100% FTE)*. There will be extensive coordination of financial information for grants, loans, rebates, and farm audits between the Missouri Agricultural Small Business Development Authority, the University of Missouri and the Missouri Department of Natural Resources in collaboration with the Missouri Office of Administration. The project will therefore hire a full time Accountant to work under the supervision of the director (Jane McIntosh) and will be responsible for a variety of financial reports and technical level activities.

*Accountant II (100% FTE)*. In this proposal, MASBDA will hire an Accountant II to assist Tony Stafford and current staff with the administration of the grants, low interest loans and rebates.

*Accountant I (100% FTE)*. An Accountant I will be hired to work under the supervision of the director (Jane McIntosh) to assist the Director and the Accountant III with financial reports and professional and technical level activities.



## Missouri Agricultural Energy Saving Team – A Revolutionary Opportunity

### Missouri Department of Agriculture Grant Budget Justification

#### **Fringe benefits**

Fringe Benefits are calculated as direct costs at the department rate of 49% for 2010 in accordance with Missouri Office of Administration, Budget and Planning. In our calculation, we used the approved rate for years 1, 2 and 3. Rate for staff employed at MDA full time (covers health insurance, disability, and paid time off ) and 7.65% for staff employed at MDA half time (covers FICA insurance).

#### **Travel**

To make possible a statewide program, funds are requested for staff to travel to attend meetings, as well as other project-related functions. Travel funds are budgeted to include the cost of mileage (\$.50/mile), per diem (\$47/day) and overnight expenses (average of \$125/night).

	Amount	Number	<u>Year 1</u> Request	<u>Year 2</u> Request	<u>Year 3</u> Request
Accountant III	\$1,250	1	\$1,250	\$1,250	\$1,250
Accountant II	\$1,250	1	\$1,250	\$ ,250	\$1,250
Accountant I	\$1,250	1	\$1,250	\$1,250	\$1,250

#### **Supplies**

The MAESTRO project will require the hiring three new full time positions. In this category we request funds to outfit the new staff and their offices with appropriate equipment and supplies. We are using some existing systems furniture and we are requesting general office supplies, computer and printer, and other office equipment to make possible a project of this size (paper, toner, cartridges, flip charts for meetings, folders, etc.) professional development, database and standard office software.

#### **Indirect Costs**

Indirect costs are calculated using the approved department cost rate of 19.43% for the period of July 1, 2009 through June 30, 2010. The indirect cost rate is for use on grants and contracts with the Federal Government to which Office of Management and Budget Circular A-87 applies. The rate is a fixed rate and negotiated with the Environmental Protection Agency, annually. The basis for application of rate is direct salaries and wages and fringe benefits. Fringe benefits applicable to direct salaries and wages are treated as direct costs. Any related questions can be addressed with Ms. Jacqueline Smith, U.S. EPA Rate Negotiator at 202-564-5055.

Applicant Name: Missouri Department of Agriculture

Award Number: \_\_\_\_\_

**Budget Information - Non Construction Programs**

OMB Approval No. 0348-0044

**Section A - Budget Summary**

Grant Program Function or Activity	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. EECBG (a)	81.128			\$2,923,429		\$2,923,429
2.						\$0
3.						\$0
4.						\$0
5. Totals		\$0	\$0	\$2,923,429	\$0	\$2,923,429

**Section B - Budget Categories**

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) MDA	(2)	(3)	(4)	
a. Personnel		\$187,920			\$187,920
b. Fringe Benefits		\$92,081			\$92,081
c. Travel		\$3,750			\$3,750
d. Equipment					\$0
e. Supplies		\$16,488			\$16,488
f. Contractual					\$0
g. Construction					\$0
h. Other		\$2,568,786			\$2,568,786
i. Total Direct Charges (sum of 6a-6h)		\$2,869,025	\$0	\$0	\$2,869,025
j. Indirect Charges		\$54,404			\$54,404
k. Totals (sum of 6i-6j)		\$2,923,429	\$0	\$0	\$2,923,429
7. Program Income					\$0

**Section C - Non-Federal Resources**

	(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals
8.					\$0
9.					\$0
10.					\$0
11.					\$0
12. Total (sum of lines 8 - 11)		\$0	\$0		\$0

**Section D - Forecasted Cash Needs**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th quarter
13. Federal	\$2,923,429	\$730,857	\$730,857	\$730,857	\$730,857
14. Non-Federal	\$0				
15. Total (sum of lines 13 and 14)	\$2,923,429	\$730,857	\$730,857	\$730,857	\$730,857

**Section E - Budget Estimates of Federal Funds Needed for Balance of the Project**

	(a) Grant Program	Future Funding Periods (Years)			
		(b) First	(c) Second	(d) Third	(e) Fourth
16.		\$1,909,932	\$1,909,932		
17.					
18.					
19.					
20. Total (sum of lines 16-19)		\$1,909,932	\$1,909,932		\$0

**Section F - Other Budget Information**

21. Direct Charges		22. Indirect Charges	
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**23. Remarks**



## Instructions for the SF-424A

Public Reporting Burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Please do not return your completed form to the Office of Management and Budget; send it to the address provided by the sponsoring agency.

### General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the later case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

### Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a **single** Federal grant program (Federal Domestic Assistance Catalog number) and **not requiring** a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For applications pertaining to a **single** program requiring budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in **Column (a)** and the respective catalog number on each line in Column (b).

For applications pertaining to **multiple** programs where one or more programs **require** a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

### Lines 1-4, Columns (c) through (g)

**For new applications**, leave Columns (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

**For continuing grant program applications**, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

**For supplemental grants and changes** to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

**Line 5**—Show the totals for all columns used.

### Section B. Budget Categories

In the column headings (a) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

**Lines 6a-i**—Show the totals of Lines 6a to 6h in each column.

**Line 6j**—Show the amount of indirect cost.

**Line 6k**—Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

**Line 7**—Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the Federal grantor agency in determining the total amount of the grant.



## Section C. Non-Federal Resources

**Lines 8-11**—Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

**Column (a)**—Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

**Column (b)**—Enter the contribution to be made by the applicant.

**Column (c)**—Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

**Column (d)**—Enter the amount of cash and in-kind contributions to be made from all other sources.

**Column (e)**—Enter totals of Columns (b), (c), and (d).

**Line 12**—Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f) Section A.

## Section D. Forecasted Cash Needs

**Line 13**—Enter the amount of cash needed by quarter from the grantor agency during the first year.

**Line 14**—Enter the amount of cash from all other sources needed by quarter during the first year.

**Line 15**—Enter the totals of amounts on Lines 13 and 14.

## Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

**Lines 16-19**—Enter in Column (a) the same grant program titles shown in Column

(a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

**Line 20**—Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

## Section F. Other Budget Information

**Line 21**—Use this space to explain amounts for individual direct object-class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

**Line 22**—Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

**Line 23**—Provide any other explanations or comments deemed necessary.

Applicant Name: University of Missouri

Award Number: \_\_\_\_\_

**Budget Information - Non Construction Programs**

OMB Approval No. 0348-0044

**Section A - Budget Summary**

Grant Program Function or Activity	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. EECBG (a)	81.128			\$1,032,863		\$1,032,863
2.						\$0
3.						\$0
4.						\$0
5. Totals		\$0	\$0	\$1,032,863	\$0	\$1,032,863

**Section B - Budget Categories**

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) Un of Missouri	(2)	(3)	(4)	
a. Personnel	\$325,013				\$325,013
b. Fringe Benefits	\$99,139				\$99,139
c. Travel	\$91,000				\$91,000
d. Equipment					\$0
e. Supplies	\$27,850				\$27,850
f. Contractual	\$320,940				\$320,940
g. Construction					\$0
h. Other	\$75,025				\$75,025
i. Total Direct Charges (sum of 6a-6h)	\$938,967	\$0		\$0	\$938,967
j. Indirect Charges	\$93,896				\$93,896
k. Totals (sum of 6i-6j)	\$1,032,863	\$0		\$0	\$1,032,863
7. Program Income					\$0



**Section C - Non-Federal Resources**

	(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals
8.					\$0
9.					\$0
10.					\$0
11.					\$0
12. Total (sum of lines 8 - 11)		\$0	\$0	\$0	\$0

**Section D - Forecasted Cash Needs**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th quarter
13. Federal	\$1,032,863	\$258,216	\$258,216	\$258,216	\$258,216
14. Non-Federal	\$0				
15. Total (sum of lines 13 and 14)	\$1,032,863	\$258,216	\$258,216	\$258,216	\$258,216

**Section E - Budget Estimates of Federal Funds Needed for Balance of the Project**

	(a) Grant Program	Future Funding Periods (Years)			
		(b) First	(c) Second	(d) Third	(e) Fourth
16.		\$998,404	\$992,138		
17.					
18.					
19.					
20. Total (sum of lines 16-19)		\$998,404	\$992,138	\$0	\$0

**Section F - Other Budget Information**

21. Direct Charges

22. Indirect Charges

23. Remarks

## Instructions for the SF-424A

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### General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the later case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

### Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a single Federal grant program (Federal Domestic Assistance Catalog number) and **not requiring** a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For applications pertaining to a single program **requiring** budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in **Column (a)** and the respective catalog number on each line in Column (b).

For applications pertaining to **multiple** programs where one or more programs **require** a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

### Lines 1-4, Columns (c) through (g)

**For new applications**, leave Columns (c) and (d) blank. For each line entry in Columns (e) and (f), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

**For continuing grant program applications**, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

**For supplemental grants and changes** to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

**Line 5**—Show the totals for all columns used.

### Section B. Budget Categories

In the column headings (a) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

**Lines 6a-i**—Show the totals of Lines 6a to 6h in each column.

**Line 6j**—Show the amount of indirect cost.

**Line 6k**—Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

**Line 7**—Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the federal grantor agency in determining the total amount of the grant.



## Section C. Non-Federal Resources

**Lines 8-11**—Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

**Column (a)**—Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

**Column (b)**—Enter the contribution to be made by the applicant.

**Column (c)**—Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

**Column (d)**—Enter the amount of cash and in-kind contributions to be made from all other sources.

**Column (e)**—Enter totals of Columns (b), (c), and (d).

**Line 12**—Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f) Section A.

## Section D. Forecasted Cash Needs

**Line 13**—Enter the amount of cash needed by quarter from the grantor agency during the first year.

**Line 14**—Enter the amount of cash from all other sources needed by quarter during the first year.

**Line 15**—Enter the totals of amounts on Lines 13 and 14.

## Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

**Lines 16-19**—Enter in Column (a) the same grant program titles shown in Column

(a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants. If more than four lines are needed to list the program titles, submit additional schedules as necessary.

**Line 20**—Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

## Section F. Other Budget Information

**Line 21**—Use this space to explain amounts for individual direct object-class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

**Line 22**—Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

**Line 23**—Provide any other explanations or comments deemed necessary.

Applicant Name: EnSave

Award Number: \_\_\_\_\_

OMB Approval No. 0348-0044

**Budget Information - Non Construction Programs**

Section A - Budget Summary			Estimated Unobligated Funds		New or Revised Budget		Total (g)
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)		
1. EECBG	81.128			\$285,940		\$285,940	
2.						\$0	
3.						\$0	
4.						\$0	
5. Totals		\$0	\$0	\$285,940	\$0	\$285,940	
Section B - Budget Categories							
6. Object Class Categories	Grant Program, Function or Activity				Total (5)		
	EnSave	(2)	(3)	(4)			
a. Personnel		\$228,256				\$228,256	
b. Fringe Benefits						\$0	
c. Travel		\$3,794				\$3,794	
d. Equipment						\$0	
e. Supplies		\$11,890				\$11,890	
f. Contractual						\$0	
g. Construction						\$0	
h. Other		\$42,000				\$42,000	
i. Total Direct Charges (sum of 6a-6h)		\$285,940	\$0	\$0	\$0	\$285,940	
j. Indirect Charges						\$0	
k. Totals (sum of 6i-6j)		\$285,940	\$0	\$0	\$0	\$285,940	
7. Program Income						\$0	



Section C - Non-Federal Resources						
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals		
8.						\$0
9.						\$0
10.						\$0
11.						\$0
12. Total (sum of lines 8 - 11)		\$0	\$0			\$0
Section D - Forecasted Cash Needs						
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th quarter	
13. Federal	\$285,940	\$71,485	\$71,485	\$71,485	\$71,485	
14. Non-Federal	\$0					
15. Total (sum of lines 13 and 14)	\$285,940	\$71,485	\$71,485	\$71,485	\$71,485	
Section E - Budget Estimates of Federal Funds Needed for Balance of the Project						
(a) Grant Program	Future Funding Periods (Years)					
	(b) First	(c) Second	(d) Third	(e) Fourth		
16.	\$237,664	\$222,744				
17.						
18.						
19.						
20. Total (sum of lines 16-19)	\$237,664	\$222,744				\$0
Section F - Other Budget Information						
21. Direct Charges	22. Indirect Charges					
23. Remarks						

## Instructions for the SF-424A

Public Reporting Burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Please do not return your completed form to the Office of Management and Budget; send it to the address provided by the sponsoring agency.

### General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the later case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

### Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a **single** Federal grant program (Federal Domestic Assistance Catalog number) and **not requiring** a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For applications pertaining to a **single** program **requiring** budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in **Column (a)** and the respective catalog number on each line in Column (b).

For applications pertaining to **multiple** programs where one or more programs **require** a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

### Lines 1-4, Columns (c) through (g)

**For new applications**, leave Columns (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

**For continuing grant program applications**, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

**For supplemental grants and changes** to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

**Line 5**—Show the totals for all columns used.

### Section B. Budget Categories

In the column headings (a) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

**Lines 6a-i**—Show the totals of Lines 6a to 6h in each column.

**Line 6j**—Show the amount of indirect cost.

**Line 6k**—Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

**Line 7**—Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the federal grantor agency in determining the total amount of the grant.

Page 3 of 4

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### Section C. Non-Federal Resources

**Lines 8-11**—Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

**Column (a)**—Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

**Column (b)**—Enter the contribution to be made by the applicant.

**Column (c)**—Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

**Column (d)**—Enter the amount of cash and in-kind contributions to be made from all other sources.

**Column (e)**—Enter totals of Columns (b), (c), and (d).

**Line 12**—Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f) Section A.

### Section D. Forecasted Cash Needs

**Line 13**—Enter the amount of cash needed by quarter from the grantor agency during the first year.

**Line 14**—Enter the amount of cash from all other sources needed by quarter during the first year.

**Line 15**—Enter the totals of amounts on Lines 13 and 14.

### Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

**Lines 16-19**—Enter in Column (a) the same grant program titles shown in Column

(a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

**Line 20**—Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

### Section F. Other Budget Information

**Line 21**—Use this space to explain amounts for individual direct object-class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

**Line 22**—Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

**Line 23**—Provide any other explanations or comments deemed necessary.

**Missouri Agricultural Energy Saving Team – A Revolutionary Opportunity**

**EnSave (subcontractor)  
Grant Budget Justification**

Cost Category	Year 1 Request	Year 2 Request	Year 3 Request	Explanation
<b><u>Personnel</u></b>				
Salary & Fringe benefits	\$ 228,256	\$ 192,715	\$ 177,295	Staff for first year start-up, marketing & outreach, call center, application processing, reporting and invoicing.
<b><u>Travel</u></b>				
Airfare & per diem	\$ 3,794	\$ 1,634	\$ 2,134	Travel for kickoff meeting, farm events, program-related conferences
<b><u>Supplies</u></b>				
Miscellaneous	\$ 11,890	\$ 11,315	\$ 11,315	Includes phone costs for call center, printing, postage, web site, web video
<b><u>Other</u></b>				
FEAT leasing fees	\$ 10,000			Leasing fee for proprietary software tool. \$2,000 X 5 (4 Extension Associates and 1 Program Manager)
FEAT per audit fees	\$ 32,000	\$ 32,000	\$ 32,000	Per audit fees for use of proprietary software tool. \$500 X 64 audits conducted each year for a total of 192 audits over three years.
Subtotal direct costs	\$ 285,940	\$ 237,664	\$ 22,744	
Indirect costs (0%)				
<b>Total Project Costs (Direct + Indirect)</b>	<b>\$285,940</b>	<b>\$237,664</b>	<b>\$222,744</b>	
<b><u>Other activities</u></b>				
Audit fees	\$144,000			To ensure a quick start on the project EnSave will perform the farm audits in year one. Audit fees will be charged to farmers and paid for through loans, rebates or other means on a case by case basis.



Missouri Agricultural Energy Saving Team – A Revolutionary Opportunity

Missouri Department of Agriculture

Davis-Bacon Justification

“In accordance with ARRA 1606, the Missouri Department of Agriculture assures that it and its subrecipients shall fully comply with said section in that notwithstanding any other provision of law and in a manner consistent with other provisions of ARRA, all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the federal government pursuant to ARRA shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (Davis-Bacon Act).”

Scope of Work for Department of Energy Funding  
Opportunity DE-FOA-000148, Recovery Act –  
Energy Efficiency Block Grants

- |     | Task  |
|-----|---|
| 1.  | Attend kickoff meeting.   |
| 2.  | Finalize implementation plan for first year and set up coordination with residential program for farmstead evaluations.   |
| 3.  | Determine product specification sheets for equipment qualifying for grants.   |
| 4.  | Develop ranking guide for energy audits.  |
| 5.  | Develop and submit program documents (application, commitment letters, and installation completion forms) for DOE approval.   |
| 6.  | Develop and submit initial marketing documents to DOE for approval.   |
| 7.  | Launch program description and add program links to EnSave web site. Set up coordination of file-sharing sites for program team.  |
| 8.  | Contact EnSave's national partnerships to help launch the program and begin enrolling farms, working with MU Extension.   |
| 9.  | Produce streaming video to promote program.   |
| 10. | Create EM&V protocol and quality control plan- this plan will be used to evaluate and verify energy savings within the program. Once the plan is underway EnSave will ensure the plan is working according to its intended design. MU Pollution Prevention Internship Program shall be the third party evaluator. |
| 11. | Call appropriate equipment manufacturers to introduce the program and get their support.  |
| 12. | Send introductory letter and flyer to appropriate equipment manufacturers.  |
| 13. | Call appropriate equipment dealers to introduce the program and get their support.  |
| 14. | Send introductory letter and flyer to appropriate equipment dealers.  |
| 15. | Support MU Extension where needed to reach out to appropriate agricultural community members. We will encourage these agricultural community members to introduce the program to farmers.   |
| 16. | Send introductory letter and flyer to appropriate agricultural community members.   |
| 17. | Continue to reach out to equipment manufacturers, equipment dealers, and agricultural community to remind them of program, provide updates, solicit support, and identify potential projects.   |
| 18. | Use call center to support MU in reaching out to farmers as needed.   |
| 19. | After initial marketing efforts, continue to create and mail direct mail pieces to manufacturers and dealers. Continue to support MU's outreach efforts to agricultural community.  |



20. Design case studies for technology transfer.
21. Support MU's presence at farm events (workshops, technology transfer, conferences).
22. Support MU in determining farmer eligibility.
23. Enter customer data into tracking system database as appropriate.
24. Conduct ranking guide for farmers interested in audits.
25. Approve farm for energy audit.
26. Conduct farm energy audits.
27. Conduct data collector training through existing conservation innovation grant (EnSave already has NRCS grant to provide 2 data collector trainings in Missouri). We will train Missouri-based data collectors to provide data collection services to support the energy audits.
28. Conduct FEAT training. EnSave will train MU Extension to conduct independent farm energy audits.
29. Create course module in energy management.
30. Process farmer applications for equipment grants, including sending commitment letters, tracking equipment installations, obtaining installation completion forms and invoices, and tracking farmer's progress in database.
31. Send feedback form to farmer following participation, and track farmer feedback in database.
32. Calculate and report energy savings and emission reductions from installed farmer projects.
33. Submit monthly invoice to prime contractor.
34. Track EnSave's portion of the budget internally.
35. Assist MU with development of monthly reports.
36. Assist MU with development of quarterly reports.
37. Assist MU with development of annual reports.
38. Work with MU to finalize 2nd year implementation plan.
39. Work with MU to finalize 3rd year implementation plan.

#### **Budget Summary**

##### **Administrative Costs**

	<b>Administrative Subtotal</b>	<b><u>\$640,348</u></b>
<b>Audit Costs (290 Participants)</b>		
Audits Provided by EnSave	97 @ \$1,500 each	\$145,000
FEAT Leasing	5 licenses @ \$2,000 each	\$10,000
FEAT Audits	193 @ \$500 each	\$96,667
	<b>Audit Subtotal</b>	<b><u>\$251,667</u></b>
	<b>Total EnSave Cost</b>	<b><u>\$892,015</u></b>

## Appendix C – NEPA FORM For Completion

### U.S. DEPARTMENT OF ENERGY ENVIRONMENTAL SUMMARY (To Be Completed by Potential Recipient)

The Department of Energy (DOE) is required by the National Environmental Policy Act (NEPA) of 1969 as amended (42 U.S.C. 4332(2), 40 CFR parts 1500-1508) and DOE implementing regulations (10 CFR 1021) to consider the environmental effects resulting from federal actions, including providing financial assistance. Please provide the following information to facilitate DOE's environmental review.

#### PART I: General Information

Title: Missouri Agricultural Energy Saving Team - A Revolutionary Opportunity  
FOA Number: DE-FOA-0000148

**1. Please describe the intended use of DOE funding in your proposed plan. For example, would the funding be applied to the entire project or only support a phase of the project? Describe the activity as specifically as possible, i.e. planning, feasibility study, design, data analysis, education or outreach activities, construction, capital purchase and/or equipment installation or modification.**

We propose to use federal funds to retrofit homes and agricultural buildings. The funds will support energy audits for farms, followed by the implementation of energy saving retrofits on buildings on those farms selected for participation. Farm homes and buildings housing animals would be retrofitted with technologies (insulation, caulking, environmental controls, etc.) that reduce energy use. We will conduct personal, written and electronic outreach to recruit farmers to participate, monitor energy savings and produce a web site to document the technologies and savings as well as to advertize the advantages of these technologies to farmers not included in this project.

**2. Does any part of your project require review and/or permitting by any other federal, state, regional, local, environmental, or regulatory agency? Yes.**

While most activities will not require any permits, some of the more intensive building retrofit related activities may require construction permits from the local authorities. None of the farms included in this program is large enough to be permitted under EPA's National Pollutant Discharge Elimination System (NPDES) and thus no construction permits will be required from the Department of Natural Resources.

**3. Has any review (e.g., NEPA documentation, permits, agency consultations) been completed? If yes, is a finding or report available and how can a copy be obtained? No.**

**4. Provide information about the potential environmental issues, concerns, and impacts associated with your proposal. Please provide as much detail as possible in the following areas: specifics of proposed activities, project locations, size, layout, commitments to waste**



**management and historic preservation. If project specific information is unknown, describe your plan for obtaining this information.**

As the focus of this effort is on building retrofits, the environmental risks are restricted. Special attention will be taken to identify any asbestos-related issues. Those implementing and retrofits where asbestos is present will have been properly trained and certified to work in those environments. The State Historical Preservation Office will be contacted prior to the implementation of any actions on homes or other structures that require consultation.



Jeremiah W. (Jay) Nixon, Governor • Mark N. Templeton, Director

## DEPARTMENT OF NATURAL RESOURCES

[www.dnr.mo.gov](http://www.dnr.mo.gov)

December 10, 2009

Dr. Jon Hagler, Director  
Missouri Department of Agriculture  
P. O. Box 630  
Jefferson City, MO 65102

Dear Dr. Hagler:

I am writing to authorize the Missouri Department of Agriculture (MDA) to submit a proposal on behalf of the State of Missouri to the U. S. Department of Energy for Funding Opportunity Announcement Number DE-FOA-0000148, "Retrofit Ramp-up and General Innovation Fund Programs: Topic 1." MDA is the logical lead agency for this effort given its role as the leader on agricultural policy and services as well as the operation of agricultural loan and loan guarantee programs in Missouri. I make this designation as Director of the Missouri Department of Natural Resources. In that role, I am responsible for this state's Energy Center, the recipient of U. S. Department of Energy formula funding for the State of Missouri.

This letter also serves as a letter of support for this proposal on behalf of both the Missouri Energy Center and the Soil and Water Conservation Program within the Department of Natural Resources. The Department is thrilled to be invited to work with Missouri's Department of Agriculture, land grant university staff and farmers to help family-owned animal farms reduce energy consumption. The ability to extend this opportunity to these farms and to additional parts of the agricultural sector in coming years has important implications for the sustainability of small farmers in the years to come. By combining the focus on building retrofits in this proposal with the wide range of practices that reduce both the environmental and energy footprint of farms through this Department's programs, this proposal will create opportunities for farmers to holistically assess their farms, improve their performance and reduce costs making these farms more viable well into the future.

The three partners' proven ability to reach farmers throughout the state through educational and technical support programs and the strong interagency partnership offer a unique opportunity to leverage existing collaborations to fundamentally change agriculture in Missouri and in our nation. At a time when high input costs and low prices for many producers have created significant economic strains, Missouri Agricultural Energy Saving Team – A Revolutionary Opportunity (MAESTRO) provides an opportunity to keep farmers in their homes and on their land.



Dr. Jon Hagler  
Page 2

The Energy Center will support this effort through its outreach efforts for the State Energy Program. In addition, we have conservatively calculated expected expenditures from this program for those eligible under this proposal. This amount is offered as leverage.

Similarly, the Soil and Water Conservation Program will work with the Soil and Water Districts in each county to advertize MAESTRO to farmers. We have also determined that a significant amount of the funding from that program provides appropriate leveraging to the effort defined in this proposal. This was determined by considering the historical investments this program made to producers that create energy savings in addition to environmental benefits. The amount estimated to go to the farmers eligible for funding under this proposal is offered as leverage as is the amount farmers must commit to receive these cost share dollars with their required 25% funding share.

MAESTRO's approach, combining programs to support energy retrofits for buildings with programs focused on sound environmental practices, offers an important synergy to support comprehensive reviews of farms, their energy use and potential energy and financial savings.

Sincerely,

DEPARTMENT OF NATURAL RESOURCES



Mark N. Templeton  
Director

MNT/jem

# UNIVERSITY of MISSOURI

OFFICE OF RESEARCH

SPONSORED PROGRAMS ADMINISTRATION

December 11, 2009

U.S. Department of Energy  
DOE Environmental Management  
Consolidated Business Center  
Cincinnati, OH

**Subject: Schumacher – MDA Collaboration – Missouri Agricultural Energy Saving Team**

Dear Mr. Stokes:

On behalf of The Curators of the University of Missouri, we have submitted a proposal, "Missouri Agricultural Energy Saving Team – A Revolutionary Opportunity" to the US DoE Environmental Management solicitation. Leon Schumacher Principal Investigator has requested \$3,023,406 to support this project during the project period.

The University of Missouri is committed to working with you on this important project and is enthusiastic about the opportunity to offer our contribution to this effort.

Please contact Nancy Baker, Senior Grants and Contracts Administrator at 573/882-8308 or BakerN@missouri.edu for any administrative questions and/or negotiations.

Sincerely,



Craig David, Lead Accountant  
Office of Sponsored Programs Administration



310 Jesse Hall Columbia, MO 65211 Phone: 573-882-7560 Fax: 573-884-4078 Web: <http://research.missouri.edu>  
*There's Only One Mizzou*





## MISSOURI AGRICULTURAL AND SMALL BUSINESS DEVELOPMENT AUTHORITY

1616 Missouri Boulevard  
Post Office Box 630  
Jefferson City, Missouri 65102-0630

Telephone: (573) 751-2129  
Fax: (573) 522-2416  
email: masbda@mda.mo.gov  
www.mda.mo.gov

December 3, 2009

U.S. Department of Energy  
DOE Environmental Management  
Consolidated Business Center  
Cincinnati, OH 45210

RE: Energy Funding Opportunity DE-FOA-0000148, Recovery Act: Energy Efficiency and Conservation Block Grants; a proposal to support the implementation of energy-savings technologies in farm buildings and facilities and then to make the lessons learned available to all small farmers through an educational, interactive web site.

As a partner in the University of Missouri's proposal we are fully supportive of this effort and indicate our willingness to offer leverage and support toward its successful implementation.

In addition to the leverage identified in the proposal we will administer the grant fund through energy audits rebates and eligible retrofit practices as well as administer the low interest loan program.

Thank you for your consideration of this proposal. We look forward to partnering with the other agencies to assist this invaluable sector of our economy in cutting costs and incorporating energy-savings strategies to help them maintain their competitiveness in their industries.

If you have questions please feel free to contact me at (573) 751-5624

Sincerely,

A handwritten signature in black ink, reading "Tony Stafford", is written over a horizontal line.

Tony Stafford  
Executive Director and  
Secretary of the Board



December 7, 2009

U.S. Department of Energy  
DOE Environmental Management  
Consolidated Business Center  
Cincinnati, OH

To whom it may concern:

The purpose of this letter is to communicate the intent of EnSave, Inc. (EnSave) to participate in the proposed Missouri Agricultural Energy Saving Team: A Revolutionary Approach (MAESTRO). EnSave is prepared to partner with the Missouri Governor's Office, University of Missouri (MU) Extension and other partners to implement a robust program to save energy for Missouri farmers.

EnSave has over eighteen years' experience in the design and implementation of agricultural energy efficiency programs, including the delivery of over 2,000 farm energy audits. We look forward to working with the partners to lend our expertise to this effort. Specifically, EnSave's tasks will encompass helping launch the program, creating marketing materials and other program documents, assisting with outreach to equipment manufacturers and equipment dealers, helping oversee the implementation of energy-saving projects on farms, and assisting with tracking, planning, and reporting.

Additionally, EnSave will train MU Extension staff in the data collection procedure for farm energy audits, and in the use of its Farm Energy Audit Tool (FEAT). Both trainings will enable Missouri contractors to develop farm energy audits. EnSave will create the evaluation, measurement & verification (EM&V) plan for the program, and will oversee the integrity of the EM&V process by reviewing the process of the third-party evaluator.

Finally, EnSave will help create a college-level course content about agricultural energy efficiency, to be incorporated into MU Extension's curriculum. Taken together, EnSave's efforts in this project will ensure a quick launch while also setting up an infrastructure to continue the project after the initial term.

We look forward to working with the partners to help save energy for this critical sector of Missouri's economy. If you have any questions about EnSave's involvement, please contact me at (802) 434-1822, or [craigm@ensave.com](mailto:craigm@ensave.com)

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Metz". The signature is stylized with a large, looping "C" and a prominent "M".

Craig Metz  
Chief Executive Officer



December 10, 2009

Dear Sirs:

The University of Missouri has prepared a subcontract for the Missouri Department of Agriculture in response to the Funding Opportunity Announcement Number DE-FOA-0000148. The CDFA number for the proposal is 81.128 "Energy Efficiency and Conservation Block Grant Program (EECBG).

This proposal is unique in that "leverage" is required. A cost match which is more common and restrictive is not requested by the granting agency. This can be found on page 10 of the FOU (<http://www.eecbg.energy.gov/Downloads/EECBGCompetitiveFOA148MON.pdf>).

DOE expects to see 5:1 leveraging of grant funds when reviewing our proposal. DOE considers similar activities that are accomplished by those submitting the proposal as funds that help leverage the dollars that would be expended. For example the Missouri Department of Natural Resources and the Missouri Department of Agriculture have identified approximately \$34,000,000 of activity that they are involved in each year as leverage for this FOU. These monies will not be expended for purposes of the grant; rather, they are viewed as leveraging the dollars that would be allocated for this project.

The University of Missouri Extension (Agriculture Program) has established a named program that focuses on Energy. This named program involves a percentage of time from each of 18 (.15 FTE each) field faculty and 2.5 FTE of the on campus faculty at MU. The calculated leverage for this program at this time is \$1,406,677.

We understand that this is NOT a match and as the grant suggests, this is leveraging the dollars that would be allocated for the project. We are in full support of stating that these monies will essentially leverage the efforts of this project.

Should you have any questions, I can be contacted at (573) 882-7756.

Sincerely,



Rhonda K. Gibler  
Asst. Vice Provost - Extension